

West Hill Parish Council

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26th October 2022

To Members of West Hill Parish Council

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday **1st November 2022** at the Village Hall.

Information for members of the public

1. Parish Council meetings are open to the public. Every agenda includes an item for public participation giving members of the public the opportunity to speak.
2. If you wish to comment on an item on this agenda (but don't wish to speak at the meeting) please submit this in writing by **12 noon Monday 31st October 2022**. This will be read out for members to consider.
3. Agendas and minutes of meeting are available on the Council's website.

Covid Precautions: Cllrs and members of the public are reminded to stay at home if unwell

Anne Oliver, Clerk to the Council

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Part A

Item (a)	Discussion and decisions (b)
22/321	Welcome and Chairman's announcements
22/322	Apologies. To receive apologies and approve reasons for absence.
22/323	Public question time (3 minutes) From 7.30pm residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for further consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself. <i>Individual contributions are limited to 3 minutes.</i> This item includes issues submitted to the Clerk prior to the meeting.
22/324	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)
22/325	Declarations of Interest <ol style="list-style-type: none"> a. Register of Interests: Councillors are reminded of the need to update their register of interests. b. To declare any personal interests in items on the agenda and their nature. To declare any disclosable pecuniary interests in items on the agenda and their nature (Councillors with DPLs must leave the room for the relevant items).
22/326	Confidential/exempt items. In consideration of the Public Bodies (Admission to Meetings) Act 1960 (publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted): to agree any items to be dealt with after the public and press have been excluded.

	Proposed items, to be considered in Part A and continued in Part B, if appropriate 1. 22/342 Seeking Resolution with a Resident
22/327	Minutes: To approve and sign the minutes of the Parish Council meeting on 4 th October 2022 previously circulated.
22/328	<p>Planning Applications received</p> <p>22/2324/TRE Meadowgate West Hill Road EX11 1UZ Applicant Mr Amos Various treeworks: T1, Common Beech: Crown raise and reduce spread. T3, Common Beech: reduce height and radial spread of canopy. T4, Common Beech: Crown raise and reduce side of canopy.</p> <p>22/2325/TRE 6 Hayes End EX11 1GG Applicant Mr Rider T1, Lawson cypress : remove tree. T2, Lawson cypress :- remove tree</p> <p>22/2369/FUL Silverwood, Brackendown EX11 1NT Applicant Mr Cross Single storey rear extension, porch to front, garage link in-fill and single storey side and rear extensions to garage</p> <p>To confirm decision made under delegated powers to enable EDDC deadline to be met:</p> <ul style="list-style-type: none"> • 22/1977/FUL White Chimneys Bendarroch Road EX11 1UW Applicant Mr Jeacock Installation of two air source heat pumps to heat the main house and annexe Cllrs supported the application principle but raised concerns regarding noise levels of the devices. WHPC asked for consideration of the level of noise produced by the pumps and the impact on neighbours. • 22/2108/FUL Aloha Lower Broad Oak Road EX11 1XQ Applicant Mr Bruseker Two storey front extension, first floor rear extension, first floor side extension with alteration to fenestration, installation of detached garage with (home office/workshop) at first floor, proposed loft, removal of conservatory and garage, PV installation on South facing roof. Cllrs submitted objections, primarily the adverse impact of the proposal on the character and appearance of the area.
22/329	<p>Planning decisions received for information (*denotes WHPC differed)</p> <p>22/1832/TRE 11 Heather Grange West Hill Ottery St Mary EX11 1XZ Status: Decided* Various Treeworks</p> <p>22/2584/FUL Mount Houlditch Farm Toadpit Lane EX11 1LQ Status: Refused* Demolition of two barns and three outbuildings and the construction of a residential annexe ancillary to the main dwelling house, a pool house also ancillary to the main dwelling house and an extension to the house for a home office.</p> <p>22/1543/FUL Dene Lower Broad Oak Road EX11 1XH Status: Approved Single storey front, side, and rear extensions (with remodelling and alteration to fenestration) and erection of detached garage. (Partial demolition of existing house and garage.)</p>

WHPC Groups + Initiatives

22/330	WHPC Strategic Planning Group: 1. To receive a verbal update on the progress of the Emerging East Devon Local Plan.
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	<ol style="list-style-type: none"> 2. To confirm arrangements for the West Hill Community Drop-in Session on Friday 18th November. 3. To receive a verbal update on the request from Ottery St Mary Town Council who propose a review of the current Ottery St Mary & West Hill Neighbourhood Plan.
22/331	Village Hall Pedestrian Link: To receive a verbal update on the application to EDDC and if approved, confirm arrangements for the Tendering process.
22/332	Community Engagement Group: <ol style="list-style-type: none"> 1. To receive an update on the October drop-in session. 2. To confirm the training course booking for Cllrs Carr + Piper: Recruiting and retaining councillors £30pp + vat. 3. To consider arrangements for the Annual Parish meeting on Friday 10th March 2024.
22/333	Remembrance Service 2022: <ol style="list-style-type: none"> 1. To confirm arrangements and costs for the Remembrance Service on Sunday 13th November 2022 2. To confirm the WHPC representative(s) to attend the event. 3. To confirm the use of S137 monies for the donation for the WHPC Remembrance wreath.
22/334	Finance Working Group: <ol style="list-style-type: none"> 1. To consider a Financial Report for 1st Half 2022-2023. 2. To consider a draft budget for 2023-24. 3. To receive a review of WHPC Internal Financial Controls. 4. To consider arrangements for the appointment of an Internal Auditor 2022-2023 5. To receive an update on S106 funding for the playpark equipment 6. To note the updated CIL schedule.
22/335	WHPC Arboretum Group: To note a progress report.

Other Matters

22/336	Clerks Report: <ol style="list-style-type: none"> 1. To confirm decisions taken under Delegated Powers <ol style="list-style-type: none"> a. Clerk to attend DALC Conference + AGM £35.00+vat b. Clerk to attend two training courses 2x£30+vat 2. Action points from previous WHPC meetings <ol style="list-style-type: none"> a. EDDC Tree Officer recruitment b. Outstanding Actions 3. Matters arising <ol style="list-style-type: none"> a. Letter from South West Ambulance Service Trust b. Morrisons response to WHPC c. EDDC Transfer of Assets Procedure d. Lengthsman <ol style="list-style-type: none"> i. 2023 Contract ii. Work completed October iii. Road Signs in need of repair 4. Resident Communications <ol style="list-style-type: none"> a. Road safety at junction of West Hill Road + Lower Broad Oak Road 5. Any urgent matters arising <ol style="list-style-type: none"> a. Devon Communities Together AGM 3rd November 2022
22/337	WHPC Half Year Review of WHPC Plan for 2022/23 <ol style="list-style-type: none"> 1. To note the Half Year Review 2. To consider priorities for the next six months and agree these.

22/338	West Hill Playpark: <ol style="list-style-type: none"> 1. To consider and approve, if appropriate, an amended WHPC playpark notice 2. To receive the annual RoSPA playpark inspection report and consider remedial actions, if required. 3. To receive “blue sky” options for additional playpark equipment.
22/339	To consider preparations for West Hill events to celebrate the coronation of King Charles III on 6 th May 2023.
22/340	To receive a Cllrs request to take the annual Members Allowance , £305.
22/341	Complaint: To note the outcome of the review of the complaint against the Clerk.
22/342	Seeking Resolution with a Resident: To receive a briefing paper and to consider next steps.
22/343	Police Matters: To receive the monthly West Hill crime stats: August 2022 if available (for information)
22/344	Financial matters: <ol style="list-style-type: none"> 1. To consider and approve the Schedule of Payments for WHPC 1st November 2022 2. To receive if available: WHPC Finance Tracker, Bank reconciliation September 2022
22/345	Councillor questions, reports and items for future agenda Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. <i>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</i>
22/346	Next meeting: To confirm arrangements for the next WHPC ordinary meeting Tuesday 6th December 2022 7.30pm at the Village Hall.

Part B

Confidential/exempt items. In consideration of the Public Bodies (Admission to Meetings) Act 1960 (publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted): to agree any items to be dealt with after the public and press have been excluded.

22/347	Seeking Resolution with a Resident: To receive a briefing paper and to consider next steps.
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Signed: *Anne Oliver*, Clerk to the Council, 26th October 2022